

**Memorandum of the Meeting  
Regular Study Session/Meeting  
Twenty-Eighth Town Council of Highland  
Monday, March 18, 2013**

The regular study session of the Twenty-Eighth Town Council of the Town of Highland was convened at the regular place, the Highland Municipal, 3333 Ridge Road, Highland, Indiana, in the plenary meeting chambers on **Monday, March 18, 2013** at the time of 7:07 o'clock p.m.

**Silent Roll Call:** Councilors Mark Herak, Dan Vassar, Konnie Kuiper and Brian Novak were present. Councilor Bernie Zemen was absent owing to a family death. A quorum was attained. The Clerk-Treasurer Michael W. Griffin was present to memorialize the proceedings.

William R. Timmer, Jr., CFOD, Fire chief, joined the meeting at 8:50 p.m.

**General Substance of Matters Discussed**

1. The Town Council interviewed Michael Schneider as a prospective candidate for appointment to Board of Waterworks Directors. Mr. Schneider offered an overview about his interest and a restatement of his resume. Mr. Schneider is a banker employed by First Financial Bank.

Mr. Schneider confirmed his affiliation with the Democratic Party. He also indicated that he had nothing in his background that would bring embarrassment to the Town or to the Town Council. The Town Council discussed with Mr. Schneider the duties with the Board. He confirmed his availability for the meeting schedule as currently fixed.

Mr. Schneider indicated that he perceived that he could consider the best interests of the Town even in the event of a room of remonstrators.

The Town Council and Mr. Schneider discussed the relationship of the Waterworks Board and the Town Council and the independence of the Waterworks Board.

2. During a lull between appointments, the Town Council discussed the possible street paving program and keeping in mind the issues of the trees that exist in some parkways. Some in town do not comply with the current parkway regulatory ordinance.
3. The Town Council interviewed Richard Garcia, as a prospective candidate for appointment to the Board of Waterworks Directors. Mr. Garcia indicated that he was an attorney practicing only in Illinois. He is a sole practitioner. Mr. Garcia indicated that his late spouse encouraged him to volunteer and give back to the community.

Mr. Garcia confirmed his affiliation with the Democratic Party. He also indicated that there was nothing in his background that would bring embarrassment to the Town. He confirmed his availability for the meeting schedule as currently fixed.

The Town Council and Mr. Garcia discussed the relationship of the Waterworks Board and the Town Council and the independence of the Waterworks Board.

Mr. Garcia indicated that he perceived that he balance needs and interests of the Town even in the event of a room of remonstrators. Mr. Garcia indicated that he believed it was important to maintain the condition of the infrastructure.

The Town Council and Mr. Garcia discussed his other expressed interest in an appointment to the Board of Sanitary Commissioners. Mr. Garcia indicated that he was interested still in that board as well.

Mr. Garcia indicated that he would do his best if appointed.

4. The Town Council interviewed Robert J. Breitweiser, as a prospective candidate for appointment to the Board of Waterworks Directors. Dr. Breitweiser indicated that he was a practicing chiropractor. It was noted that his late father served on the Town Council in the early 70's. Dr. Breitweiser expressed that unless he is at the office, he abjures being addressed as doctor.

Mr. Breitweiser confirmed his affiliation with the Republican Party. It was noted that he would not be eligible for appointment in this cycle to the vacancies on the Board of Waterworks Directors and the Board of Sanitary Commissioners. The Town Council elected to proceed to interview Mr. Breitweiser for possible future appointment as his interests indicated.

Mr. Breitweiser indicated that there was nothing in his background that would embarrass the Town or the boards he seeks to serve upon.

Mr. Breitweiser indicated that his schedule would be flexible sufficiently for evening meetings for any board or commission.

Mr. Breitweiser discussed the manner in which he would make a decision in light of possible controversy among the public and even if the Town Council expressed individually an opinion on a particular subject that may come before the board or commission to which he may be appointed. Mr. Breitweiser indicated that he did not have a "thin skin".

The Town Council discussed with Mr. Breitweiser his participation as a court appointed special advocate for the Lake County Juvenile Court.

Mr. Breitweiser indicated that he would also be interested in being considered for the Town Board of Metropolitan Police Commissioners.

5. The Town Council discussed some maintenance issues related to the Lincoln Community Center, particularly involving some aroma and hygiene issues emanating from the men's restroom and shower as well as reports that some hand dryers are not working. The discussion was prompted by the receipt of a letter communicating some concerns regarding the maintenance of the facility.

The discussion included monitoring facility usage, and oversight regarding the sign-in sheet. It was noted that a significant number of persons using the facility come from outside Highland.

6. The Town Council had a discussion with Richard Kortenhoven and Richard Kroll who has expressed interest in being considered as the project manager for the planned construction of a public safety center.

Mr. Kortenhoven noted that he was a longtime builder of homes, gasoline stations and Dunkin Donuts. He further reported that he now builds for Pomp's Tire Company. Mr. Kortenhoven indicated that Mr. Kroll joined as someone who assists from time to time.

The Town Council and Mr. Kortenhoven discussed how Jeff Stellfox, associated with Pomp's Tire Company might characterize his work.

Mr. Kortenhoven indicated that he had also built "Bill's Produce". He is the general contractor. The discussion included discerning the difference between a Project manager and a General Contractor.

The discussion included an exploration of what might be Mr. Kortenhoven's role in building a Metropolitan Police Station, if such a choice was made. Mr. Kortenhoven indicated that he had experience with buildings that required review with the state Building Commission.

The Town Council discussed with Mr. Kortenhoven the merits of renovations versus new construction.

7. The Town Council and the Fire Chief discussed his request seeking a twenty-five cent hourly increase for the paid on demand fire fighters. The Fire Chief indicated that he believed that he had included this in the budget \$2,000. He represented in recent years that there were regularly approximately 6,630 hours for fire response, meetings, plus work around the station.

The discussion included the issue of the level of attendance for some paid on demand firefighters that did not meet at least responding to 35% of calls. The discussion further include whether or not there should be some incentive to respond more regularly, and to not simply be rewarding firefighters with low incident response rates.

The Fire Chief recommended the increase to the hourly pay in the amount of twenty-five cents. The discussion included exploring a merit or bonus plan, perhaps for next year. The Town Council discussed the general need for clean-up at the Central Fire Station. The Town Council indicated that a wage and salary ordinance amendment should be prepared for the Town Council's consideration at the meeting of Monday, March 25, 2013. The suggestion included that the draft amendment be made effective on the next pay period, or prospectively.

8. The Town Council discussed the fact that the School Town of Highland is will experience a personnel director vacancy. The Town Council should explore perhaps sharing a personnel director.
9. The Town Council further explored the possibility of purchasing some land noted for sale on Cline Avenue, Highland near the location of the rookery and perhaps engage in a wetland trade with the current owner of property on Kennedy Avenue next to the Post Office with the possibility of its use for a relocated Public Works Facility.

There being no further business to be discussed by the Town Council, the regular study session of the Town Council of **Monday, March 18, 2013**, was adjourned at 9:26 o'clock p.m.

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM  
Clerk-Treasurer